

CCPC Board of Governors
Minutes
Annual Meeting
Wednesday April 10, 2019
Delores Bowman Auditorium
6:00 pm

Roll Call

CCPC Board members present: George Weatherby, Michelle Burns, Prencis Wilson, Robert Brown, Ki-Afi Ra Moyo, Carrie Douglas, Pamela J Adams, Leroy Mitchell, Luwana Pettus-Oglesby, Prencis Wilson and Donald Washington.

Senior Staff Present: Phyllis Richardson, Rosemary Stemerick, Dr. Camille Jones, Ronald Robinson, Angela Robinson, and Dr. Grant Mussman

Guest: Zach Southwood

Topic	Discussion	Action/Motion	Responsible Party
Call to Order/Moment of Silence	Meeting was called to order 6:00 pm		Prencis Wilson
Roll Call		Quorum of 10	Angela Robinson
Minutes		Minutes from March 13, 2019 minutes were approved and filed	Rosemary Stemerick
Farwell Mr. Mitchell and Mr. Bedford	Term of office expired for Mr. Leroy Mitchell and Mr. Jerry Bedford Jr. April 2019. Mr.	Mr. Mitchell was presented with a certificate of appreciation for all the service and work he has provided to the CCPC board and the Health Centers. Mr. Bedford was not able to make the meeting but the certificate will be provided to him at a future date.	Prencis Wilson
New Officers (April 2019–March 2020)	Nominations for the new officers were distributed and voted on at the meeting. The nominations were Mr. Brown and Ms. Wilson for Chair; Mr. Washington for Vice Chair; and Ms. Pamela J. Adams for Secretary.	Ballots were returned at the meeting and CCPC voted for Mr. Brown as Chair, Mr. Washington as Vice Chair and Pamela J. Adams as Secretary.	Phyllis Richardson
Melissa Abbatiello	Due to lack of attendance (only made one meeting in 16 months It was advised by our city Solicitor that a CCPC board vote would be required to keep here on the CCPC board.	A vote was taken at the CCPC board meeting and it was decided that Ms. Abbatiello would not hold a position as a CCPC board member. The motion passed to remove her from the CCPC board. It was also mentioned that she is able to apply at a future date. Motion Passed. Motion: Luwana Pettus-Oglesby 2 nd Leroy Mitchell	CCPC Board Minutes April 2019 Page 1

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v Board Members	After reviewing the Board Applications, the Executive Committee has vetted and approved recommendations to the CCPC board for a vote. New Members include Michelle Burns, Jerry Davis and Casey Kuchera.	Motion Passed. Motion: Donald Washington 2 nd : Prencis Wilson	Angela Robinson
Oath of Office	Michelle Burns was approved as a new CCPC board member. Sworn into office on April 10, 2019. Jerry Davis and Casey Kuchera were unable to attend April meeting and will be sworn in at a future meeting.	Oath of Office was conducted and Michelle Burns was sworn into office.	Rosemary Stemerick
Financial Report Ending February 28, 2019	Reviewed dashboard/performance measures ending 2/28/2019. The finance report will focus on revenue for Community, Dental, FQHC, and School Based Health Centers. Mr. Brown suggested educating CCPC board on budget process, YTD performance.		Ronald Robinson
Mock Site Visit	HRSA site visit is June 4-6, 2019, in preparation for this visit, a mock site visit was suggested to CCPC board to allow us to ready ourselves for the Operational Site visit by HRSA. The mock site visit would provide an objective assessment of our compliance with statutory and regulatory requirements of our Health Center Program before HRSA visit. Details of mock visit, including onsite, offsite and costs will be detailed at a future date. Did detail some examples and costs. Also discussed reference for possible contractor.	Motion Passed. Motion: Pamela J. Adams 2 nd Donald Washington	Angela Robinson/Commissioner Moore
CEO Update	Domonic Hopson has accepted CEO position and will start on Monday April 22, 2019.		Angela Robinson
Avondale Project Update	UC is reviewing the operating agreement, once reviewed with any changes will be provided to CHD for review. Items that are being implemented to date include furniture, equipment, IT support, data, signage, exam rooms etc.	Opening Date is expected to be July 1, 2019. Will update on Operating Agreement when presented back to CHD.	Angela Robinson
Credentialing and Privileging	Credentialing and Re-privileging inquiries made through the National Practitioner Data Bank and confirm no negative reporting for: Brittany Allen, FNP; Nicole LaCasse, MD; Shane Satterfield, LSW; Keyshia Britton, MA; and Ann Johnson, MA.	Motion Passed. Motion: Luwana Pettus-Oglesby 2 nd : Ki-Afi Ra Moyo	Phyllis Richardson CCPC Board Minutes April 2019 Page 2

Topic	Discussion	Action/Motion	Responsible Party
Policies: FQHC Billing and Collection Policy, Referral Tracking Policy and Procedure, Laboratory Testing and Tracking Policy and Procedure, Imaging Tests Policy and Procedure and Emergency Room, Hospital and Facility Communication and Follow Up Policy and Procedure.	The FQHC Billing and Collection Policy was tabled until Mr. Robinson has proper time to review. Three policies were reviewed and date was updated with no changes; they include Referral Tracking Policy and Procedure, Laboratory Testing and Tracking Policy and Procedure, and Imaging Tests Policy and Procedure. The final policy Emergency Room, Hospital and Facility Communication and Follow-Up Policy and Procedure was updated with a few minor changes that included taking out part about calling patient for follow-up. It now requires provider review and made by as needed basis.	Motion Passed Motion: Ki-Afi Ra Moyo 2 nd : Michelle Burns	Phyllis Richardson
QI Report March 2019 for UDS Asthma Medications, Pediatric BMI, A1c Poor Control and Controlled HTN	Reviewed UDS report by provider information; Asthma Medications are well above average but there are inconsistencies in measures if a patient refuses medicine and or is consistent with taking medicine. Pediatric BMI is recorded in physician notes. However, may not be accurate due to note templates not recorded correctly. Will be looking into how physicians are recording that patient was spoken to about this issue. Most physicians are above goal. A1c Poor Control is an area of ongoing work, but most physicians are above goal of 20%, and Controlled Hypertension most are above 80%.	Handouts were provided to CCPC board members	Dr. Grant Mussman
New Business	CHIP meeting will be held at Health Collaborative 9-noon on May 6, 2019 address 615 Elsinore Place 45202. Tobacco 21- will be needing to enforce ordinance through tobacco 21 law which will require establishment to purchase license to enforce. There will be underage compliance checks to make sure law is being enforced. PHAB will be revised and looking to improve and update strategic plan		Dr. Camille Jones CCPC Board Minutes April 2019 Page 3


Meeting Adjourned: 7:49 pm

Next Meeting Wednesday May 8, 2019

Minutes Prepared by:

 Date 5/17/19
Rosemary Stemerick, Board Clerk

Minutes Approved by:


Pamela J. Adams, Secretary

Date 5/17/2019